

Request for Qualifications
Town of Somerset, St. Croix Co., WI
STP-Local FFY23

The Town of Somerset is requesting Statements of Qualifications (SOQ) from consultants wishing to assist the Town with a proposed BIL-Funded FFY23 STP-Local project. The proposed project will include reconstruction and pavement improvements (reconstruction, pulverize, pave) on the following roadway within the Town: Andersen Scout Camp Road.

Consultant's services will include preparation of an STP-Local grant application. If the project is funded, consultant's services may be extended to include design engineering for the project under an anticipated three-party agreement with the Wisconsin Department of Transportation.

Interested consultants are asked to submit a Statement of Qualifications for application and design services to the Town by noon on April 28, 2022.

The Statement of Qualifications should be no longer than eight letter-size pages and include the following:

- Letter of Interest including firm contact information
- Three examples of similar projects completed by the firm, including reference contact information
- Resumes of proposed project team

Statements not meeting the above requirements will be considered non-responsive.

Completed Statements of Qualifications may be emailed to: townclerk@townofsomersetwi.com

In lieu of email, five paper copies of the proposal may be delivered to:

Town of Somerset
P.O. Box 248
Somerset, WI 54025

All SOQs will be reviewed using a Qualifications-Based Selection process as prescribed by the State of Wisconsin Department of Transportation. Consultants may not include any reference to the estimated cost to provide the Project Scope of Services. Statements referencing cost will be eliminated from consideration.

Anticipated Timeline:

April 28	Proposals Due at noon
May 3	Selection committee scores SOQs and notifies top firm.
May 3-4	Selection committee negotiates with selected firm for application assistance services
May 4	Town Board awards contract for application assistance services
June 3	Applications due to WisDOT
Fall 2022	WisDOT issues FFY23 STP-Local Program awards
Spring 2023	Negotiate 3 party contract for design and bidding

The Town of Somerset reserves the right to accept or reject any or all Statements of Qualification and to terminate the selection process at any time for any reason.